The Board of School Directors of the Ephrata Area School District, Ephrata PA, met in regular session on Monday, February 26, 2018 at Ephrata High School, 803 Oak Blvd., Ephrata, PA, as advertised on July 17, 2017 in *LNP News*.

**Board Members Present:** President, Timothy Stayer; Vice-President, Chris Weber; Secretary, Stephanie Gingrich; Members: Judy Beiler, Philip Eby, Richard Gehman, Ted Kachel, Glenn Martin, Tim Stauffer, and David Wissler (arrived at 7:32 PM before voting occurred)

**Board Members Absent:** Treasurer, Kristee Reichard

**School District Representatives Present:** Dr. Scott Galen, Dr. Jacy Clugston Hess, Richard Hornberger, Pete Kishpaugh, Kirstin Loperena, Laura Mandell, and Sarah McBee

**Visitors Present:** Mike DelPiano, Peggy Fogarty, Kris Foster, John Keller, Sally Kieffer, Amanda King, Shawn Landis, Crystal and Todd Loose, Sharon Martin, Jeanine Morales, Cindy and Steve Raezer, Diane Schmid, Susan Shue, and Christine Siko

**Media:** Marylouise Sholly, *Ephrata Review*

**CALL TO ORDER BY BOARD PRESIDENT**

President Stayer called the meeting to order at 7:02 PM.

**STATEMENT BY THE BOARD**

President Stayer read a statement regarding the school shooting in Florida and recognized the District staff for the dedication to student safety. He asked for a moment of silence in memory of those impacted.

**PLEDGE OF ALLEGIANCE AND MISSION STATEMENT**

**WELCOME AND COMMENTS/QUESTIONS FROM VISITORS**

President Stayer welcomed visitors to the meeting. He opened the meeting to questions or comments from visitors for any item on the agenda except personnel items that are never discussed at public meetings.

- None

**SCHOOL BOARD RESOLUTIONS**

Resolutions were presented to members of the Ephrata High School Robotics Team who qualified for the 2018 Pennsylvania State Robotics Tournament and to the five Ephrata High School student athletes who qualified for the 2018 Pennsylvania Indoor Track and Field Championship Meet.

**CELEBRATING PUBLIC EDUCATION**

Mrs. Kirstin Loperena provided a brief presentation about the Special Education-Life Skills program, and several Ephrata High School students spoke about their Science Fair projects.

**SECTION 2 – GENERAL BOARD ACTION ITEMS**

**Motion**

It was moved by Mr. Weber, seconded by Mr. Stauffer, that the Ephrata Area Board of School Directors approve all of the items set forth below.

Roll call vote -- all members present voting yes. Motion approved - 9 Yes, 0 No.

I. **SECRETARY REPORT – STEPHANIE A. GINGRICH**

A. **Meeting Minutes**

Minutes of the January 29, 2018 Regular Board Meeting and the February 5, 2018 Committee Meetings

B. **School Board Resolutions (Attachment #1)**
- The members of the Ephrata High School Robotics Team and their advisor for qualifying for the 2018 Pennsylvania State Robotics Tournament
- Andrew Foster, Tanyon Loose, Alex Morales, Jenna Raezer, and Tyler Shue for qualifying for the 2018 Pennsylvania Indoor Track and Field Championship Meet

II. BUDGET & FINANCE/PROPERTY COMMITTEE – TIMOTHY W. STAYER

Budget & Finance

A. Treasurer's Report for January 1, 2018 through January 31, 2018 (Attachment #2)

B. List of Bills for Individual Accounts for February 26, 2018 (Attachment #3)

<table>
<thead>
<tr>
<th>General Fund</th>
<th>$ 551,904.26</th>
</tr>
</thead>
<tbody>
<tr>
<td>AP Direct Deposit</td>
<td>$ 742,930.43</td>
</tr>
<tr>
<td>General Fund ACH Items</td>
<td>$ 5,845,475.77</td>
</tr>
<tr>
<td>Capital Reserve</td>
<td>$ 74,662.26</td>
</tr>
<tr>
<td>Food Service</td>
<td>$ 67,687.84</td>
</tr>
<tr>
<td>Student Activities</td>
<td>$ 4,422.11</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$ 7,287,082.67</strong></td>
</tr>
</tbody>
</table>

C. Tax Exonerations (Attachment #4)

a. Real Estate Tax Exonerations
   
   Clay Township 2017-2018 $ 530.86

b. Per Capital Tax Exonerations
   
   Akron Borough 2017-2018 $ 650.00
   Clay Township 2017-2018 $1,010.00
   Ephrata Borough 2017-2018 $2,140.00
   Ephrata Township 2017-2018 $1,230.00
   **Total** $ 5,030.00

D. General Fund Budget Transfers for 2017-2018

<table>
<thead>
<tr>
<th>TRANSFER FROM</th>
<th>TRANSFER TO</th>
</tr>
</thead>
<tbody>
<tr>
<td>Description</td>
<td>Amount</td>
</tr>
<tr>
<td>Social Studies Books</td>
<td>$ 500.00</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$ 500.00</strong></td>
</tr>
</tbody>
</table>

E. REDX Web Design Agreement

An agreement with REDX Web design for website development services. Cost is $9,800 for build and website development plus $88 per month for hosting. Set up will begin in March and will be completed prior to July 2018. REDX will be replacing Edline/Blackboard web services.

F. Vertiv Services, Inc. Agreement

Three-year agreement with Vertiv Services, Inc. for Liebert Uninterruptible Power Systems. The annual cost is $2,713.60 for the period March 1, 2018 through February 28, 2021.

G. Worley and Obetz Agreement

Purchase of diesel fuel from Worley and Obetz, Inc., Lancaster, PA, effective March 1, 2018 and continuing until the gallons are exhausted, approximately one year:

| ULSD On Road Diesel | 42,000 gallons | $2.2271 per gallon |
Property

A. Mowing Bids for 2018

<table>
<thead>
<tr>
<th>Site</th>
<th>Vendor</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Akron Elementary</td>
<td>DWD</td>
<td>$140.00</td>
</tr>
<tr>
<td>Clay Elementary</td>
<td>Stark</td>
<td>$195.00</td>
</tr>
<tr>
<td>Fulton Elementary (including softball field and swale)</td>
<td>Clymer</td>
<td>$350.00</td>
</tr>
<tr>
<td>Highland Elementary</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mowing</td>
<td>Clymer</td>
<td>$75.00</td>
</tr>
<tr>
<td>Weed-Wack Bank</td>
<td>DWD</td>
<td>$200.00</td>
</tr>
<tr>
<td>Ephrata Middle School (areas around school)</td>
<td>Clymer</td>
<td>$300.00</td>
</tr>
<tr>
<td>Ephrata High School (areas around school)</td>
<td>Clymer</td>
<td>$250.00</td>
</tr>
<tr>
<td>Mow Athletic Fields as follows:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ephrata Middle School Athletic Fields, Ephrata High School</td>
<td>Rec Center</td>
<td>$474.00</td>
</tr>
<tr>
<td>Oak Street Athletic Fields</td>
<td></td>
<td></td>
</tr>
<tr>
<td>189 S. Market Street</td>
<td>DWD</td>
<td>$80.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$2,064.00</strong></td>
</tr>
</tbody>
</table>

B. Lancaster-Lebanon IU 13 Bulk Fuel Procurement Program - Participation Agreement for 2018-2019

Participation Agreement with Lancaster-Lebanon IU 13 to participate in the collaborative procurement to purchase bulk fuel for District buildings.

III. PERSONNEL COMMITTEE – JUDY BEILER

A. Retirements

- Susan Doub, Clay Grade 3, effective at the conclusion of the 2017-18 school year
- Christine Hassell, Clay Administrative Assistant to the Principal, effective June 7, 2018
- Joyce Nolt, Middle School Head Cook/Baker, effective at the conclusion of the 2017-18 school year
- Sherry Prevoznik, Akron Grade 3, effective at the conclusion of the 2017-18 school year
- Julie Rhine, Highland Grade 1, effective at the conclusion of the 2017-18 school year
- Diane Robinson, Intermediate School Special Education Learning Support, effective at the conclusion of the 2017-18 school year
- Kevin Robinson, High School Driver’s Education, effective at the conclusion of the 2017-2018 school year
- Sharon Schaeffer, Intermediate/Middle School Nurse and School Nurse Department Supervisor, effective at the conclusion of the 2017-18 school year
- Julie Straub, District-wide Elementary Gifted, effective at the conclusion of the 2017-18 school year
- Edward Warner, Jr., High School Custodian, effective August 31, 2018
- Deborah Young, Middle School Head Custodian, effective September 12, 2018

B. Resignations

- Ashley Fillman, Part-time Highland Personal Care Assistant, effective February 16, 2018
- Jonathan Kliewer, Boys Soccer Assistant Coach, effective February 2, 2018
- Laura Kromer, Intermediate/Middle School Health Room Nurse, effective at the conclusion of the 2017-18 school year
- Andrew Sollenberger, Boys Soccer Assistant Coach, effective January 28, 2018

C. Leaves

- Trudy Fritz, High School Custodian, effective February 22, 2018 through approximately March 6, 2018
• David Herring, High School Special Education Learning Support, effective January 22, 2018 through February 5, 2018
• Jeanine Morales, High School Inclusion Aide, effective approximately March 13, 2018 through March 27, 2018
• Kristen Selzer, Akron Grade 4, effective February 26, 2018 through approximately March 25, 2018
• Christina Thomas, Middle School Math, effective January 29, 2018 through approximately February 28, 2018

D. **Creation of Position**
   Part-time Personal Care Assistant – Middle School
   This aide position will provide support as per a student’s IEP.

E. **Transfers**
   - Jeffrey Werner, Track and Field Assistant Coach (JV) to Track and Field Assistant Coach (Varsity), effective January 27, 2018, replacing James Vieland who resigned

F. **Appointments**
   **Professional**
   - Maggie Cardin, Temporary Professional Employee Middle School English @ Level B+15/Step 3 (Pro-rated), effective TBD, replacing Erin Trettin who resigned

   **Support**
   - Michelle Ziegmont, Fulton Custodian, effective February 27, 2018, replacing Janice Frederick who retired

   **Extracurricular**
   - Nathan Eakin, Track and Field Assistant Coach (JV), effective February 27, 2018, replacing Jeffrey Werner who transferred to another position

G. **Spring Volunteer Coaches for the 2017-18 School Year (Attachment #4)**

H. **Bus/Van Drivers for the 2017-18 School Year**
   - Groff Substitute Driver
   - Beth Strauss

IV. **POLICY & CURRICULUM COMMITTEE – TED KACHEL**

   **Policy**
   A. **Policies for Second Reading (Attachment #5)**
      - Policy 204, Attendance
      - Policy 819, Suicide Awareness Prevention and Response

   B. **Policies for First Reading (Attachment #6)**
      - Policy 103, Nondiscrimination in School and Classroom Practices
      - Policy 103.1, Nondiscrimination – Qualified Students with Disabilities
      - Policy 104, Nondiscrimination in Employment Practices

   **Curriculum**
   A. **Ephrata High School Course Selection Guide for 2018-19**

   B. **Field Trip**
      - High School Tech Ed students (approximately 36 students) to travel to Washington, D.C., to visit the Air and Space Museum and the National Gallery of Art, Portrait Gallery and see the Cherry Blossom Festival, March 28, 2018
V. PUBLIC AFFAIRS & PLANNING COMMITTEE – TIM STAUFFER
   A. 2018-2019 District Calendar (Attachment #7)

   B. Communities That Care Memorandum of Understanding (MOU)
   Approval for the District to enter into a partnership with support service organizations to
   address the lack of access families and individuals have to critical education and health and
   human service benefits in northern Lancaster County. There is no cost to the District to enter
   into this Communities That Care MOU.

SECTION 3 – MISCELLANEOUS BUDGET & FINANCE / PROPERTY COMMITTEE BOARD ACTION ITEM

Motion
It was moved by Mr. Weber, seconded by Mr. Stauffer, that the Ephrata Area Board of School Directors
approve all of the items set forth below.

Roll call vote -- all members present voting yes. Motion approved - 9 Yes, 0 No.

Property

A. Ephrata High School Media Center Contractor Bids
   The Ephrata Area Board of School Directors awarded the following contractor bids for the Ephrata
   High School Media Center Renovations:

   a. General Construction Work including Plumbing Work
      
      | Contractor             | Bid Amount | Award     |
      |------------------------|------------|-----------|
      | East Coast Contracting | $1,093,700.00 | $1,093,700.00 |
      | Total                  | $1,093,700.00 | $1,093,700.00 |

   b. Mechanical Construction (HVAC)
      
      | Contractor               | Bid Amount | Award     |
      |--------------------------|------------|-----------|
      | Shannon A. Smith, Inc.   | $214,000.00 | $214,000.00 |
      | Total                    | $214,000.00 | $214,000.00 |

   c. Electrical Construction
      
      | Contractor               | Bid Amount | Award     |
      |--------------------------|------------|-----------|
      | McCarty & Son, Inc.      | $254,672.00 | $254,672.00 |
      | Total                    | $254,672.00 | $254,672.00 |

   The total contractor cost for the Ephrata High School Media Center Project will be $1,562,372.00.

SECTION 4 – INFORMATION ITEMS

I. PERSONNEL
   A. Vacancies
      Professional
      2017-18
      • High School English

      2018-19
      • District-wide Elementary Gifted
      • Elementary
      • Fulton/Highland Health & Physical Education
      • Intermediate/Middle School Learning Support
      • Intermediate/Middle School Nurse
      • School Nurse Department Supervisor
Support
2017-18
- Clay Administrative Assistant to the Principal
- Fulton Health Room Nurse
- Personal Care Assistant (4)

2018-19
- High School Custodian
- Middle School Head Cook/Baker
- Middle School Head Custodian
- Middle School Health Room Nurse

Extracurricular
- Boys Soccer Assistant Coach (2)

SECTION 5 – REPORTS

I. REPORT OF THE STUDENT REPRESENTATIVE – Faith Myers
A report was provided about various activities being held in buildings throughout the District.

II. REPORT OF LANCASTER COUNTY CAREER & TECHNOLOGY CENTER (LCCTC) JOINT OPERATING COMMITTEE REPRESENTATIVE – Judy Beiler
No Report

III. REPORT OF LANCASTER-LEBANON IU13 BOARD REPRESENTATIVE – Tim Stauffer
- Author Thomas Friedman will speak at the Fulton Theatre on April 3.
- The IU budget is being finalized.
- Medical costs have not changed, and dental has decreased by nine percent. They attribute this to their health/wellness center.
- *Keeping Kids Safe and Reinventing Learning* events are coming up.
- Extended School Year employees are being sought for this summer.

IV. REPORT OF PSBA REGION IX LIAISON – Glenn R. Martin
- Congress is back in session.
- There is a great deal of talk about gun violence in schools.
- The PSBA Roundtable is coming up.

V. REPORT OF EPHRATA AREA EDUCATION FOUNDATION LIAISON – Chris Weber
- The Purple & Gold Gala last weekend was a huge success. The Board will receive the link to the video.
- Six hundred seventy students entered the Coding Contest.

VI. REPORT OF THE SUPERINTENDENT – Dr. Brian Troop
- The tragedy in Florida highlights the need to take action and to acknowledge mental health needs.
- Handouts were provided regarding writing and art awards, High School and Middle School Science Fair results, and Scholar Athletes for the 2nd marking period.
- Food Service received a grant to help pay for a dishwasher at Fulton.
- Dr. Troop and Mr. Hornberger provided presentations at the recent AASA Conference.
- The Gala was well attended and appeared to be very successful.
- The Ephrata community and the EHS Theatre Department were recently featured in Lancaster newspapers.
- A presentation about the Future Ready Index will be provided after the School Board business meeting.
VII. GOOD NEWS REPORTS
- Thanks were extended to the students for sharing their science projects.
- Megan Lausch was selected for All-State Band.
- The Geography Bee was recently held.
- Jamie Chon and Bryce Babyak were selected for Regional Orchestra.
- A team from Clay placed 2nd at the STEM Bowl.

SECTION 6 – MISCELLANEOUS ITEMS & ADJOURNMENT

I. COMMENTS/QUESTIONS FROM VISITORS
President Stayer opened the floor to visitors for questions or comments except personnel items that are never discussed at public meetings.
- None

II. OLD BUSINESS
- None

III. NEW BUSINESS
- A memo regarding the 2018 Hibshman Scholarship interviews was distributed to the Board.

IV. ADJOURNMENT
The meeting adjourned at 8:18 PM.

Respectfully Submitted,

__________________________________________
Stephanie A. Gingrich, Secretary
Ephrata Area Board of School Directors